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**From:** O'Brien, Elisabeth (DPH)  
**Sent:** Wednesday, July 18, 2012 3:19 PM  
**To:** Piro, Peter (DPH); Salemi, Charles (DPH); Saunders, Della (DPH); Glazer, Lisa (DPH); Corbett, Kate (DPH); Frasca, Daniela (DPH); Renczkowski, Daniel (DPH); Medina, Nicole (DPH); Tran, Mai (DPH); Lawler, Michael (DPH); Lleshi, Hevis (DPH)  
**Cc:** Zanolli, Janice (DPH); Sprague, Shirley (DPH)  
**Subject:** Court time

Hi everyone,

Janice will be managing the chemist court time data for me going forward. Please provide her with the case name, date, and the hours you would like recorded.

Additionally please remember to forward to Janice any summons that you get via email. Keeping this list is important as it shows the volume of requests that everyone has to manage.

Thank you!

ELO